

Mississinewa Community Schools  
Child Nutrition Services

Meal Payment Policy

I. CEP

MCSC is currently operating under the Community Eligibility Provision that allows all our students to receive one free breakfast and one free lunch daily. All of our students are eligible, no paperwork required; however, if you think you may be eligible for EBT and fee assistance, please apply on our website: [www.linqconnect.com](http://www.linqconnect.com)

II. Forms of Payment

All cafeterias within MCSC utilize a pre-pay computerized meal payment system. All students have a district account with the Nutrition Services Department and all district employees are eligible to have an account. Money can be deposited into this account for the purpose of a la carte foods. Cash/check collection during a lunch or breakfast period slows the serving line and therefore reduces the total time students are to eat. Therefore, all cash/check payments must be made prior to breakfast or lunch. At all schools, payments may be turned in to the cafeteria manager in the morning.

There are three (3) options available for pre-payment:

-Major credit card online at: [www.linqconnect.com](http://www.linqconnect.com)

-Cash: Please, place it in a sealed envelope with the child's name, classroom & grade clearly written.

-Check: Please, place it in a sealed envelope with the child's name, classroom & grade clearly written.

-Make checks payable to "(School Name) Cafeteria"

-Check must have the student's full name and school name.

-If paying for more than one child on a single check, please note the amount of money to be deposited into each child's account.

-NFS (non-sufficient fund) check: If a check is returned due to non-sufficient funds, MCSC Nutrition Service will assess a \$20 fee per check. After two (2) NFS checks are received per family per school year, checks will no longer be accepted.

### III. Account Balance Information

Account balance information is accessible two (2) ways:

- Utilize online payment system to monitor balance.
- Contact the Cafeteria Manager at the student's school.

#### Low Balance Notification:

- Students can clearly see balances or ask the cashier at the point of sale.
- Parents can use [www.linqconnect.com](http://www.linqconnect.com) to monitor balances and purchase at no cost.
- Parents can sign up for low balance email reminders for free at [www.linqconnect.com](http://www.linqconnect.com).

#### Positive Balance:

Funds remaining in a student's Nutrition Service account at the end of each school year will automatically be applied to the student's balance for the next school year. Only in the event that a student leaves the school district (i.e. moves, graduates, etc), may a refund of account balance be requested. A written request must be submitted to the Child Nutrition Services Department within 30 days of the end of the school year or 30 days after the date the student leaves the district in order for the balance to be refunded.

### IV. Charges

No charges for a la carte items or meals are allowed. If students or adults are wanting to purchase extras, they must have funds on their account to cover the cost.

### V. Collection of Funds

MCSC expects parents to be responsible for monitoring their child's account and maintaining a positive cash balance. Discrepancies in purchases charged to you/your child's account must be brought to the attention of MCSC Child Nutrition Services administration **within 30 days** of the date of the purchase in question in order to anticipate any type of credit or refund. MCSC Child Nutrition Services will attempt to collect all money owed.